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ABSTRACT

A follow-up study to a February 1978 report concerning the inadequate annotations on depository survey item cards issued by the Superintendent of Documents of the U.S. Government Printing Office (GPO), this report presents an analysis of 65 new survey items received by each of six selective depository libraries for the 3-month period, March through May 1978. It is based on Survey numbers 78-37 through 78-57 of Daily Shipping Lists no. 10654 through 19974, dated March 10, 1978 through May 25, 1978. Findings are discussed, an analysis of the annotations is provided, and six recommendations are made. Appended are analyses of the 65 survey items, listing the survey number, shipping list number, shipping list date, item number, SuDoc classification, a yes or no indication of sample received by each of the six depository libraries, the agency name/series and/or serial title, and the annotation and/or remarks. Also attached are GPO internal memoranda of February 17, 1978, and December 12, 1978, regarding minimum annotation requirements for new item surveys, issued by J.D. Livsey, Director of the Library and Statutory Distribution Service. (JD)

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AMERICAN LIBRARY ASSOCIATION
GOVERNMENT DOCUMENTS ROUND TABLE
FEDERAL DOCUMENTS TASK FORCE
STUDY COMMITTEE ON FEDERAL DOCUMENTS DEPOSITORY SURVEY ITEMS

ANALYSIS OF U.S. GOVERNMENT PRINTING OFFICE DOCUMENTS DEPOSITORY SURVEY ITEMS

Follow-Up Study Report

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY
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June 1979

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AMERICAN LIBRARY ASSOCIATION
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INTRODUCTION

On June 20, 1977, during the 1977 Annual Conference of the American Library Association (ALA) in Detroit, the Study Committee on Federal Documents Depository Survey Items was established by the members of the Work Group on Depository Libraries, Federal Documents Task Force, Government Documents Round Table (GODORT).

The formation of this Study Committee was the result of lengthy and lively discussions concerning the inadequate annotations on depository survey item cards issued by the Superintendent of Documents of the U.S. Government Printing Office (GPO). The Committee was charged to conduct a study to analyze the adequacy of the annotations on depository survey item cards.

On January 24, 1978, during the 1978 ALA Midwinter Conference in Chicago, a draft report of the study was presented at the business meeting of the Work Group on Depository Libraries.

The final report,[1] dated February 20, 1978, was distributed to the members of the Depository Library Council to the Public Printer during the meeting of the Council in New Orleans on April 15-18, 1978.

On June 27, 1978, during the 1978 ALA Annual Conference in Chicago, the final report was presented at the business meeting of the Work Group on Depository Libraries. At the meeting, the Study Committee decided to conduct a follow-up study in order to assess the improvement of the annotations prepared by GPO. GPO had responded to the concerns raised in the initial draft report by providing extensive annotations on depository survey item cards beginning with Shipping List no. 10654, dated March 10, 1978, Survey no. 78-37. Appended to this report are GPO internal memoranda of February 17, 1978, and of December 12, 1978, regarding minimum annotation requirements for new item surveys, issued by J. D. Livsey, Director of the Library and Statutory Distribution Service, the Superintendent of Documents, GPO.

On June 25, 1979, during the 1979 ALA Annual Conference in Dallas, this follow-up study report was presented at the business meeting of the Work Group on Depository Libraries. On June 27, 1979, the six recommendations to the Superintendent of Documents, GPO, included in the report (page 13) were unanimously approved at the GODORT membership meeting.

This study report represents the results of a careful analysis of 65 new survey items received by each of six selective depository libraries for the three-month period, March through May, 1978. This study was based on the following survey numbers: Survey no. 78-37 through 78-57; Daily Depository Shipping Lists no. 10654 through 19974; dated March 10, 1978 through May 25, 1978.

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[1] Tae Moon Lee and others, *Analysis of U.S. Government Printing Office Documents Depository Survey Items: Final Report.* By the Study Committee members: Tae Moon Lee, Jaia Heymann, Maggie Johnson, Betsy McIlvaine, and Barbara Smith (American Library Association, Government Documents Round Table, Study Committee on Federal Documents Depository Survey Items, February 20, 1978), 31 p. (Available from ERIC ED 163 910)

This study shows that there has been an improvement in the quality of annotations on survey item cards, but the number of sample publications included with the surveys has decreased. (See tables B and G.)

The primary objectives of this follow-up study are to assess, analyze and compare the quality of past and present annotations on depository survey item cards, to identify problems and issues, and to make recommendations of ways to improve the program in order to meet the goals of the legislative intent of Title 44, *United States Code*, Section 1904:

> **§ 1904. Classified list of Government publications for selection by depositories.**
>
> **The Superintendent of Documents shall currently issue a classified list of Government publications in suitable form, containing annotations of contents and listed by item identification numbers to facilitate the selection of only those publications needed by depository libraries. The selected publications shall be distributed to depository libraries in accordance with regulations of the Superintendent of Documents, as long as they fulfill the conditions provided by law. (Pub. L. 90-620, Oct. 22, 1968, 82 Stat. 1284.)**
>
> **HISTORICAL AND REVISION NOTES**
>
> **Based on 44 U.S. Code, 1964 ed., § 83 (R.S. § 502; Jan. 12, 1895, ch. 23, §§ 53, 61, 28 Stat. 608, 610; Aug. 9, 1962, Pub. L. 87-579, § 3, 76 Stat. 353).**

The provision of annotations, as required by Section 1904, is of vital interest to the 1,312 federal documents depository libraries, which include 770 academic libraries, 280 public libraries, 48 state libraries, 68 federal agency libraries, 40 state appellate court libraries, 72 law school libraries, and 34 special libraries.

In the past the Library Division of the Superintendent of Documents gave little attention to providing annotations on the depository survey item cards, which resulted in frequent frustration for many depository librarians. The Superintendent of Documents responded to an inquiry of February 5, 1973, from the Government Documents Round Table as follows: "The titles of many items are self-explanatory and do not require annotation."[2] The premise of "self-explanatory titles" seems no longer to be true. As this study shows, almost all survey item cards need some kind of information and/or annotation.

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[2] *Documents to the People* 2 (April 1974): 18.

The position of the Superintendent of Documents has changed in recent years, and a growing interest and willingness to cooperate with the depository documents librarians has been shown. Evidence of this can be seen in the statement made by Mr. John J. Boyle, Public Printer, in response to Senator Howard W. Cannon's questions regarding improvements in the depository library program:

> "I am deeply committed to the depository library program. I will encourage input and suggestions from the library community. I will be fully supportive of, and will value the advice of, the Depository Library Council to the Public Printer." [3]

---

[3] U.S., Congress, Senate, Committee on Rules and Administration, *Nomination of John J. Boyle to be Public Printer: Hearings*, 95th Congress, 1st Session, October 19 and 26, 1977 (Washington, D.C.: GPO, 1977), p. 71.

FINDINGS

The study shows that 32 (49.2%) of the items contained good annotations, 18 (27.7%) of the items contained adequate annotations and 15 (23.1%) of the items contained inadequate annotations from a total of 65 items. (See table A.)

In spite of the high percentage (76.9%) of survey items which contained good or adequate annotations, 32.3% of these acceptable items still needed some additional information. (See tables C and D.)

Of the 65 items in the present study, 55.4% needed additional annotations or information, as compared with 64.18% in a 1977 study. (See table D.)

When compared to similar studies in 1972 and 1977, the present analysis shows that the Superintendent of Documents new annotations program has resulted in substantial improvements. The percentage of good or adequate annotations in this study is 76.9%, as compared with 15% in 1972 and 16% in 1977. (See table B.)

The 15 annotations judged to be inadequate contained insufficient information for intelligent selection decisions. An example of an inadequate annotation follows:

> Item No. 21-N-2
>
> ECONOMICS, STATISTICS, AND COOPERATIVES SERVICE, Agriculture Department
>
> ESCS (series) A 105.25:
>
> Series of miscellaneous reports covering a wide variety of subjects related to economics, statistics, and cooperatives. Replaces ERS (series), A 93.21:, Item 42-I; and SRS (series), A 92.34:, Item 24-Q; and contains the same type information formerly included in these series. The number to be issued a year cannot be predicted, and sizes and number of pages will vary.
>
> Survey 78-46 Depository Library No._____

A 105.25:ESCS/P [illegible]

Suggested additional information:

> ESCS series will cover a wide variety of subjects related to a program of economic, statistical, and other social science research, analysis, and information on the production and marketing of farm commodities.
> More specifically, it includes consummer demand analysis; agricultural finance; farm inputs; pricing, policy, and program analysis; structure and adjustments in the agriculture sector; long-run projections; etc.

Nine (13.8%) survey item cards did not contain information regarding former item number, former SuDoc classification, and former title. The instruction to provide such information on survey item cards was included in the GPO's internal memoranda, dated February 17, 1978, and December 2, 1978, as follows: "SURVEYS... should include...Item numbers and/or titles being replaced...noting former titles...." This information, as well as information on related items, is vital to the depository documents librarians in order to select items more consistently on related subjects, superseded items, replaced titles, etc.

For example, the following item card should have stated: "Item numbers for other Coast Pilot regions: Item no. 201, 202, 203, 204, and 206":

Item No. 207-A-3

NATIONAL OCEAN SURVEY, Commerce Department

United States Coast Pilot, C 55.422:
Great Lakes (annual)
Supplements navigation information shown on nautical charts of the Great Lakes. Presents tables and other data pertaining to the Lakes and navigable connections. Each document will consist of approximately 530 pages.

Survey 78-47 Depository Library No. DS 421 A

S.L 10782 4/12/78

The 65 survey items can be categorized as follows: 2 (3%) annual reports; 7 (11%) general publications, bibliographies, lists of publications, handbooks, manuals, guides, etc.; 8 (12.3%) Commissions, Committees, or Boards under class Y3. and; and 48 (73.8%) other publications. (See table E.)

The Superintendent of Documents frequently uses the term "catch-all" on survey item cards for titles such as general publications, bibliographies, lists of publications, handbooks, manuals, guides, regulations, rules, instructions, etc. "Catch-all" annotations are not particularly helpful to depository documents librarians for intelligent selection of survey items. More informative than the term "catch-all" would be a detailed description of the objectives of the agency's functions and programs.

For example, see the following:

ITEM No. 530-B-1

THE ADMINISTRATION FOR CHILDREN, YOUTH AND FAMILIES, HEALTH, EDUCATION AND WELFARE DEPT.

General Publications HE 23.1002:

This is a "catch-all" class for miscellaneous publications which do not fit into other established series of this agency. No specific information can be supplied as to the type, number, or size of publications expected over a period of a year.

Survey 78-51
S.L.10824 4/21/78 Depository Library No. DS 421 A

Suggested description:

HE 1.302: and HE 1.402: merged and became HE 23.1002:.
Functions of Office of Child Development and Office of Youth Development transferred to Administration for Children, Youth and Families (42 FR 38942; Aug. 1, 1977).
"The Administration consists of two principal program units: Office of Services for Children and Youth and Office of Developmental Services. The Administration operates federally funded programs for children, such as Head Start and Parent and Child Centers; administers National Center on Child Abuse and Neglect and Child Welfare Services Program; and coordinates intradepartmental activities in the field of runaway youth."

For the SuDoc classification Y3. category, the inclusion of a sample publication with an accompanying annotation does not provide sufficient information. As pointed out in the previous study report,[4] "The class Y3.--- area is not as distinctive as other class areas and ... the purpose and scope of the agency ..., should be described..."

This recommendation has not been implemented and problems continue.

For example, see the following:

> Item No. 1051-D-2
>
> INTERAGENCY COMMITTEE ON INTERMODAL CARGO
>
> Reports and Publications Y 3.In 8/26:
>
> This is a "catch all" item for all publications issued by this Committee. No specific information can be supplied as to the type, number, or size of publication expected over a period of a year.
>
> Survey 78-52 Depository Library No._____
>
> S/L 10825 4/21/78

There is no definition of Intermodal Cargo and no way to assess what specific subjects would be covered in the publications of this Committee. No mention of the Interagency Committee's name was found in the *U.S. Government Manual*, *Code of Federal Regulations*, or *Federal Register*. Not even the Office of the Federal Register has any information regarding the Interagency Committee.

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[4] Lee, *op. cit.*, p.6.

The study shows that 52.57% of the total new survey items included no sample publications to the six libraries. (See table F.) Compared with previous studies, these figures show a decrease in the percentage of sample publications accompanying the survey: 56.4% in 1977 and 61% in 1971. (See table G.)

The inclusion of the full hierarchical arrangement for an agency on survey item cards as well as in the *List of Classes of United States Government Publications Available for Selection by Depository Libraries* would be very helpful. This would clarify the organizational structure and facilitate assessment of the scope of an agency and its parent agencies.

For example, see the following:

List of Classes of United States Government...

Head Start Bureau

HE 23.1102:	General Publications 499-G-2
HE 23.1108:	Handbooks, Manuals, Guides 499-G-1

Children's Bureau

HE 23.1202:	General Publications 452
HE 23.1208:	Handbooks, Manuals, Guides 452-C
HE 23.1209:	Children Today (bimonthly) 449

Item 499-G-2

HEAD START BUREAU, Health, Education, and Welfare Department

General Publications HE 23.1102:

This is a "catch-all" class for miscellaneous publications which do not fit into any other established series of the bureau. No specific information can be supplied as to the type, number, or size of publications expected over a year.

Survey 78-53 Depository Library No._____

S/L 10848 4/26/78

Suggested full hierarchical arrangement:

HEAD START BUREAU, Children, Youth, and Families Administration, Human Development Services Office, Health, Education, and Welfare Dept.

RECOMMENDATIONS

Each of the following recommendations is intended to improve the survey item annotation program and to benefit the federal documents depository community and the Superintendent of Documents, Government Printing Office.

1. It is recommended that the Superintendent of Documents provide more detailed and accurate annotations on survey item cards. The study shows that there has been a significant improvement in the quality of annotations, but 36 (55.4%) of the 65 items analyzed still needed some additional information. (See tables C and D.)

2. It is recommended that the Superintendent of Documents provide the full hierarchical arrangement for an agency on survey item cards as well as in the *List of Classes of United States Government Publications Available for Selection by Depository Libraries* to facilitate identification of the structure of an organization. (See page 12 for example.)

3. It is recommended that, for the first item surveyed from an agency for which no item has previously been established, the Superintendent of Documents provide on the survey item card a detailed description of the agency, including its function, purpose, scope, and objectives, as well as a reference to the statutory source which established the agency, and/or the *Federal Register* reference which announces the establishment, merger, transfer, etc., of that agency. Subsequent item cards for that agency may refer to the first item card, for agency description. Such information is especially desirable on those item cards containing the term "catch-all." (See page 10 for example.)

4. It is recommended that, for survey item cards representing title or classification changes, the Superintendent of Documents provide the former item number, former SuDoc classification number, former title, etc. Such information would allow more consistent selection of items for related subject areas and improve bibliographical control. (See page 9 for example.)

5. It is recommended that, when there are insufficient sample copies to accompany each survey, there be provided reproductions of title pages, contents, preface, and/or introduction from the publication for the depository libraries. This reproduction service is also desirable for samples in microfiche form. (See tables F and G.)

6. Finally, it is recommended that the Superintendent of Documents review and respond to the points raised in this report and that provision for quality annotations on depository survey item cards be established, without delay, within the Library and Statutory Distribution Service of the Superintendent of Documents.

TABLE A ANALYSIS OF ANNOTATIONS OF 65 ITEMS

Good annotations provided by GPO	32	49.2%
Adequate annotations provided by GPO	18	27.7%
Inadequate annotations provided by GPO	15	23.1%
Total	65	100%

An analysis of annotations of 65 new items received for the three-month period, March - May, 1978.

TABLE B ANALYSIS OF ANNOTATIONS BY YEAR

1972	15% of the item cards contained adequate annotations "An analysis was made of 438 new items which the Superintendent of Documents has added in the last several years. There were annotations on only 67, or 15% of the item cards..."[5,6]
1977	16% of the item cards contained good or adequate annotations (An analysis of 67 new items received for the two-month period, July - August, 1977)[7]
1978	76.9% of the item cards contained good or adequate annotations (An analysis of 65 new items received for the three-month period, March - May, 1978)

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[5]LeRoy C. Schwarzkopf, *Regional Libraries and the Depository Library Act of 1962* (College Park, Md.: University of Maryland, June 1972), p. 32. (Available from ERIC ED 066 177)

[6]*Documents to the People* 1 (May 1973): 23.

[7]Lee, *op. cit.*, p. 6.

TABLE C ADDITIONAL COMMITTEE FINDINGS and/or NOTES BY TYPE OF ANNOTATION

Of the 32 items which contained good annotations	11 (16.92%) still needed some additional information
Of the 18 items which contained adequate annotations	10 (15.38%) still needed some additional information
Of the 15 items with inadequate annotations	All items need additional annotations or information
TOTAL	Of the total of 65 items surveyed, 36 (55.4%) of these items needed additional annotations or information

This study identified those item cards lacking information and provided additional annotations, information, comments and/or notes for those 65 items analyzed.

TABLE D ADDITIONAL COMMITTEE FINDINGS and/or NOTES BY YEAR

1977	Of the 67 (100%) analyzed, 43 (64.18%) of these items need additional annotations or information
1978	Of the 65 (100%) analyzed, 36 (55.4%) of these items need additional annotations or information

TABLE E TYPE OF PUBLICATIONS

Annual reports	2	3%
General publications; Lists of publications; Bibliographies, lists of publications; Handbooks, manuals, guides; Regulations, rules, instructions	7	11%
Commissions, Committees, or Boards (SuDoc class Y 3.--area)	8	12.3%
Other publications	48	73.8%
TOTAL	65	100%

An analysis of 65 new items received for the three-month period, March-May1978.

TABLE F SAMPLE PUBLICATIONS RECEIVED and/or NOT RECEIVED

	SAMPLE RECEIVED		SAMPLE NOT RECEIVED	
Drew Univ.	29	44.6%	36	55.4%
Nebraska Lib.	31	47.7%	34	52.3%
SUNY-Albany	31	47.7%	34	52.3%
Univ. of Conn.	31	47.7%	34	52.3%
Univ. of Houston	29	44.6%	36	55.4%
Wash. & Lee Univ.	34	52.3%	31	47.7%
AVERAGE	30.83	47.43%	47.17	52.57%

65 survey items received by each of six selective depository libraries for the three-month period, March-May 1978.

TABLE G COMPARISON OF SAMPLE PUBLICATIONS RECEIVED and/or NOT RECEIVED BY YEAR

YEAR	SAMPLE RECEIVED	SAMPLE NOT RECEIVED
1971[8]	61%	39%
1977[9]	56.4%	43%
1978	47.43%	52.57%

[8]Schwarzkopf, *op. cit.*, p. 32.

[9]Lee, *op. cit.*, p. 9.

APPENDIX

SURVEY #	Survey no. 78-37 through 78-57
SHIPPING LIST #	Daily Depository Shipping List no. 10654 through 10974
SHIPPING LIST DATE	March 10, 1978 through May 25, 1978
ITEM	Total of 65 new survey items
Drew Univ.	Drew University Library, Madison, NJ 07940
Nebraska Lib.	Nebraska Library Commission, Lincoln, NE 68508
SUNY-Albany	State University of New York at Albany Library, Albany, NY 12222
Univ. of Conn.	University of Connecticut Library, Storrs, CT 06268
Univ. of Houston	University of Houston Library, Houston, TX 77004
Wash. & Lee Univ.	Washington & Lee University Law School Library, Lexington, VA 24450

THE FOLLOWING PAGES CONTAIN ANALYZED

65 NEW SURVEY ITEMS RECEIVED BY EACH

OF SIX SELECTIVE DEPOSITORY LIBRARIES

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Detailed description of the objectives of the agency's programs and functions would be helpful. Sample copy entitled: FSQS Records Management Handbook, January 1978, which deals with a uniform filing and disposal system for agency documents.	FOOD SAFETY AND QUALITY SERVICE, Agriculture Dept.//Handbooks, Manuals, Guides.	Yes	Yes	Yes	Yes	Yes	Yes	A 103.8:	32-A-3	3/10/78	10654	78-37
Good annotation provided by GPO.	DEFENSE INTELLIGENCE AGENCY//Review of Soviet Ground Forces (monthly).	Yes	Yes	Yes	Yes	Yes	Yes	D 5.209:	315-F-2	3/10/78	10654	78-37
Good annotation provided by GPO. Additional Committee findings and/or notes: Providing the full hierarchical arrangement for the agency would be helpful: Grants Administration Division, Office of Resources Management, Office of Planning and Management, EPA.	ENVIRONMENTAL PROTECTION AGENCY//Monthly Listing of Awards for Construction Grants for Wastewater Treatment Works.	Yes	Yes	Yes	Yes	Yes	Yes	EP 1.56:	431-I-73	3/10/78	10654	78-37
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Description of the objectives of the agency's functions and programs would be helpful: "Administers, in cooperation with state governments, federal laws and regulations pertaining to animal and plant health and quarantine, humane treatment of animals, and the control and eradication of pests and diseases."	ANIMAL AND PLANT HEALTH INSPECTION SERVICE, Agriculture Dept.//Bibliographies and Lists of Publications.	Yes	Yes	Yes	Yes	Yes	Yes	A 101.19:	32-A-4	3/14/78	10665	78-38

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SURVEY #	SHIPPING LIST #	SHIPPING LIST DATE	ITEM #	SuDoc Class
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Good annotation provided by GPO. Additional Committee findings and/or notes: Includes addresses of organizations relating to the subject covered. Providing the full hierarchical arrangement for the agency would be helpful: Reference Section, Science and Technology Division, L.C..	LIBRARY OF CONGRESS//LC Science Tracer Bulletin, TB series (monthly).	Yes	Yes	Yes	Yes	Yes	Yes	78-38	10665	3/14/78	818-A-2	LC 33.10:
Good annotation provided by GPO.	NATIONAL TRANSPORTATION SAFETY BOARD// Railroad/Highway Accident Report, NTSB-RHR (series).	Yes	Yes	Yes	Yes	Yes	Yes	78-38	10665	3/14/78	982-I-14	TD1.112/4:
Good annotation provided by GPO. Additional Committee findings and/or notes: Issued by Office of Consumer Affairs, DOE. No number or date on the issue. Complete transcript of the briefing is available from NTIS.	ENERGY DEPARTMENT//Consumer Briefing Summary.	Yes	Yes	Yes	Yes	Yes	Yes	78-39	10669	3/15/78	429-T-5	E 1.29:
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Need more explicit note regarding what specific subjects are covered in the bulletin, e.g. Water projects designed to integrate existing information and generate new data on water problems and other subject areas - stream evaluation, determining instream flow, reserving instream flows, instream flow service, instream flow issues, etc.	FISH AND WILDLIFE SERVICE, Interior Dept. //The Bulletin, Biological Services Program News (quarterly).	Yes	Yes	Yes	Yes	Yes	Yes	78-39	10669	3/15/78	611-R	I 49.81:

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Calif.	SUNY-Albany	Nebraska Lib.	Brown Univ.					
Good annotation provided by GPO. Additional Committee findings and/or notes: Issued by U.S. Employment Service of the Employment and Training Administration. Therefore, the SuDoc class for the series should have been assigned under L37.300: area rather than L37.16:. Contains job-related jargon, glossary of job-related terms, bibliography, job descriptions, list of job-related associations, etc.	EMPLOYMENT AND TRAINING ADMINISTRATION, Labor Dept.//Occupational and Career Information series.	Yes	Yes	Yes	Yes	Yes	Yes	L 37.16:	780-A-6	3/15/78	10669	78-39
Good annotation provided by GPO. Additional Committee findings and/or notes: The annual report is being issued in three volumes with additional summary and appendix volumes: v.1-Historical and an account of the work of the agencies. v.2-Forecasts of energy supply and demand. v.3-Energy statistics.	ENERGY DEPARTMENT//Energy Information Administration Annual Report to Congress.	Yes	Yes	Yes	Yes	Yes	Yes	E 3.1:	429-J-1	3/22/78	10696	78-40
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Sounds like government jargon. The RA series is issued by the Office of the Assistant Secretary for Resource Applications. The Assistant Secretary is responsible for developing, managing, and directing policies and programs to increase domestic supplies of petroleum, natural gas, coal, and uranium; to demonstrate and encourage the commercial use of developed energy supply...	ENERGY DEPARTMENT//Resource Applications, RA (series).	Yes	Yes	Yes	Yes	Yes	Yes	E 1.30:	429-T-7	3/22/78	10696	78-40

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SURVEY #	SHIPPING LIST #	SHIPPING LIST DATE	ITEM #	SuDoc Class
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Stone Univ.					
Good annotation provided by GPO. Issued by Office of Media Relations of the Commission.	U.S. CONSUMER PRODUCT SAFETY COMMISSION //CPSC Memo (monthly).	Yes	Yes	Yes	Yes	Yes	Yes	78-40	10696	3/22/78	1061-C-11	Y 3.C76/3:16/
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: IR series issued by the Office of the Assistant Secretary for Intergovernmental and Institutional Relations, whose function is to coordinate the many already existing federal energy outreach programs to consumers. Specifically, the Office oversees and maintains DOE relations with Congress, news media, states, regional and local agencies, private institutions, and consumer interests.	ENERGY DEPARTMENT//Intergovernmental and Institutional Relations, IR (series).	Yes	Yes	Yes	Yes	Yes	No	78-42	10716	3/28/78	429-T-6	E 1.33:
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Description of the objectives of the agency's functions and programs would be helpful: Bureau is responsible for enforcing and administering firearms, explosives, and criminal violation and forfeiture aspects of federal wagering laws, as well as those covering alcoholic beverages and tobacco products. Bureau is divided into two basic functions: Criminal enforcement and regulatory enforcement.	ALCOHOL, TOBACCO AND FIREARMS BUREAU, Treasury Dept.//Handbooks, Manuals, Guides.	Yes	Yes	Yes	Yes	Yes	Yes	78-41	10716	3/28/78	971-F	T 70.8:

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Sponsoring agency for the series is Demonstration Projects Division of the FHWA. This technical report series will cover such subjects as highway design evaluation, equipment requirements, bridge simulation, appraisal of alternate route locations, minimizing impact on the environment, etc.	FEDERAL HIGHWAY ADMINISTRATION, Transportation Dept.//Demonstration Project, DP- (series).	Yes	Yes	Yes	Yes	Yes	Yes	TD 2.40:	982-G-25	3/28/78	10716	78-41
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Technical reports on environmental aspects of energy technology development and demonstration in areas including solar, geothermal, fossil, and nuclear energy. Issued by the Office of the Assistant Secretary for Energy Technology jointly with the Office of the Assistant Secretary for Environment. Activities of the Office of Assistant Secretary for Energy Technology focus primarily on making new energy technologies available for public or private commercial application. Assistant Secretary for Environment is responsible for ensuring that the implementation of all DOE programs is consistent with environmental and safety laws, regulation, and policies.	ENERGY DEPARTMENT//Environmental Development Plan, DOE/EDP (series).	Yes	No	Yes	No	No	No	E 1.36:	429-T-9	4/5/78	10748	78-42

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ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SURVEY #	SHIPPING LIST #	SHIPPING LIST DATE	ITEM #	SuDoc Class
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Good annotation provided by GPO.	HEALTH MANPOWER BUREAU, Health, Education, and Welfare Dept.//Nurse Training Act of 1975, Report to Congress (annual).	Yes	No	No	No	No	No	78-42	10748	4/5/78	507-J-9	HE 20.6615:
Good annotation provided by GPO. Includes many tables, charts, and bibliographies.	ADMINISTRATION FOR CHILDREN, YOUTH AND FAMILIES, Health, Education, and Welfare Dept.//Status of Children (biennial).	Yes	Yes	No	Yes	Yes	Yes	78-42	10748	4/5/78	530-B-2	HE 23.1009:
Good annotation provided by GPO.	OLDER AMERICANS VOLUNTEER PROGRAMS, Action//Prime Times (bi-monthly).	Yes	Yes	Yes	Yes	Yes	Yes	78-43	10762	4/7/78	74-B-2	AA 2.10:
Good annotation provided by GPO. Includes list of annotated bibliographies related to financial aid and grant program.	EDUCATION OFFICE, Health, Education, and Welfare Dept.//BSFA (Bureau of Student Financial Assistance) Bulletin (monthly).	Yes	No	No	No	No	No	78-43	10762	4/7/78	455-A-12	HE 19.138:

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED: Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.	SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Findings and assessments from the study on trends in attitudes of American high school seniors regarding various types of drug use and perceptions regarding the availability of drugs. Intended for a wide audience- policy makers in all levels of government and regulatory agencies, researchers and practicing clinicians in the drug field, and reporters interested in more indepth information on particular drugs or particular subgroups of the youth population.	NATIONAL INSTITUTE ON DRUG ABUSE, Health, Education, and Welfare Dept. //Drug Use Among American High School Students (annual).	Yes	Yes	Yes	Yes	Yes	Yes	HE 20.8219:	467-A-11	4/7/78	10762	78-43
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Formerly under Item No. 310. Related subject under D 1.2:B85/(yr-yr), Item No. 306, "Annual defense department report...Report of secretary of defense... to congress on...budget..."	DEFENSE DEPARTMENT //Department of Defense Annual Report.	No	No	No	No	No	No	D 1.1:	306-A-2	4/12/78	10779	78-44
Good annotation provided by GPO.	ENVIRONMENTAL PROTECTION AGENCY //Foreign Noise Research (various subjects).	No	No	No	No	No	No	EP 1.73/2:	431-I-74	4/12/78	10779	78-44

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Good annotation provided by GPO. Additional Committee findings and/or notes: Formed by the union of: Reported tuberculosis data (HE 20.7017: Item No. 500-D) and Tuberculosis Program report (HE 20.2302:T79/). A companion volume to Tuberculosis Statistics: states and cities (HE 20.7013:).	STATE SERVICES BUREAU, Health, Education, and Welfare Dept. //Tuberculosis in the United States (annual).	No	No	No	No	No	No	HE 20.7310:	494-K-3	4/12/78	10779	78-44
Adequate annotation provided by GPO. Additional Committee findings and/or notes: No indication of intended audience. Each question and answer leaflet of the series covers such specific subjects as farm animals, farm crops, business of farming, food costs, food for overseas, world hunger, school lunches and food stamps, cookery, etc. Adapted from computerized quiz at U.S. Dept. of Agriculture exhibit at Museum of Science and Industry, Chicago.	AGRICULTURE DEPARTMENT //Quik-Quiz (series).	No	No	No	No	No	No	A 1.118:	24-S	4/12/78	10780	78-45
Good Annotation provided by GPO. Additional Committee findings and/or notes: The office is under the Judicial Branch not under the Executive Branch.	ADMINISTRATIVE OFFICE OF THE U.S. COURTS, ~~Justice Dept.~~ //United States Court Directory (annual).	No	No	No	No	No	No	JU 10.17:	717-Y-2	4/12/78	10780	78-45

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Good annotation provided by GPO.	EMPLOYMENT AND TRAINING ADMINISTRATION, Labor Dept.//CETA Program Models (series).	No	No	No	No	No	No	L 37.8/6:	780-A-7	4/12/78	10780	78-45
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: GPO provided information: [A 105.25:] replaces A 93.21: and A 92.34:; this was helpful even though it caused some confusions because of inaccuracy. Accurate note should read: ESCS (series), A 105.25: replaces ERS (series), A 105.13: and SRS (series), A 92.34:. A 93.21: had been changed to A 105.13: with ERS no.665 then superseded by A 105.25:. (see Monthly Catalog entry 78-6253 and Shipping List 10517.) ESCS series will cover a wide variety of subjects related to a program of economic, statistical, and other social science research, analysis, and information on the production and marketing of farm commodities. More specifically, it includes consummer demand analysis; agricultural finance; farm inputs; pricing, policy, and program analysis; structure and adjustments in the agriculture sector; long-run projections; etc.	ECONOMICS, STATISTICS, AND COOPERATIVES SERVICES, Agriculture Dept.//ESCS (series).	No	No	No	No	No	No	A 105.25:	21-N-2	4/12/78	10781	78-46

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SURVEY #	SHIPPING LIST #	SHIPPING LIST DATE	ITEM #	SuDoc Class
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Prior to 1978 edition, issued by Animal and Plant Health Inspection Service, and classed under A 101.6:C42/(yr), Item 107-B. "Revised annually, with an update issued once between the annual editions."	FOOD AND SAFETY QUALITY SERVICE, Agriculture Dept.//List of Chemical Compounds Authorized for use Under USDA Meat, Poultry, Rabbit, and Egg Products, Inspection Programs (annual).	No	No	No	No	No	No	78-46	10781	4/12/78	21-T-1	A 103.13:
Good annotation provided by GPO.	FOREST SERVICE, Agriculture Dept.//Forest Insect and Disease Conditions in the Southwest (annual).	No	No	No	No	No	No	78-46	10781	4/12/78	82-B-1	A 13.52/11:
Good annotation provided by GPO. Additional Committee findings and/or notes: Would be very helpful if provided available Item numbers for other coast pilot regions: Item no. 201, 202, 203, 204, and 206.	NATIONAL OCEAN SURVEY, Commerce Dept. //United States Coast Pilot, Great Lakes (annual).	No	No	No	No	No	No	78-47	10782	4/12/78	207-A-3	C 55.422:
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Description of the objectives of the agency's functions and programs would be helpful.	ADJUTANT GENERAL'S OFFICE, Defense Dept. //Handbooks, Manuals, Guides.	No	No	No	No	No	No	78-47	10782	4/12/78	331-A	D 102.6/2:
Adequate annotation provided by GPO.	NUCLEAR REGULATORY COMMISSION//Contractor Reports NUREG/CR- (series).	No	No	No	No	No	No	78-47	10782	4/12/78	1051-H-11	Y 3.N88:25/

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Law Univs.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Brown Univ.					
Adequate annotation provided by GPO.	NAVAL PERSONNEL BUREAU, Defense Dept. //Foreign Language Phrase Cards.	No	No	No	No	No	No	D 208.6/5:	403-A-2	4/12/78	10783	78-48
Good annotation provided by GPO. Additional Committee findings and/or notes: 1976 edition classed under HE 20.7002:Sm7/ 10/976; Item 504.	HEALTH EDUCATION BUREAU, Health, Education, and Welfare Dept.//State Legislation on Smoking and Health (annual).	No	No	No	No	No	No	HE 20.7210:	494-H-3	4/12/78	10783	78-48
Good annotation provided by GPO.	DIVISION FOR THE BLIND AND PHYSICALLY HANDICAPPED, Library of Congress//Overseas Outlook (quarterly).	No	No	No	No	No	No	LC 19.13/3:	806-A-5	4/12/78	10783	78-48
Good annotation provided by GPO.	ACTION//Peace Corps Times (monthly).	Yes	Yes	Yes	Yes	Yes	Yes	AA 4.11:	74-E-1	4/20/78	10813	78-49

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Good annotation provided by GPO.	CIVIL AERONAUTICS BOARD//List of Publications (annual).	Yes	Yes	Yes	Yes	Yes	Yes	C 31.255:	177-A-20	4/20/78	10813	78-49
Adequate information provided by GPO, taken from "mission" statement in page 2 of the publication.	ARMY MEDICAL RESEARCH AND DEVELOPMENT COMMAND, Defense Dept.//US Army Medical Bioengineering Research Development Laboratory: Annual Historical Report, AMEDD Activities for calendar year.	Yes	Yes	Yes	Yes	Yes	Yes	D 104.30:	352-H	4/20/78	10813	78-49
Good annotation provided by GPO.	CIVIL AERONAUTICS BOARD//U.S. International Air Freight Traffic (annual).	No	No	No	No	No	No	C 31.265/4:	177-A-22	4/21/78	10823	78-50
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Series will cover broad subjects, such as scientists and engineers compensation paid; selected DOE publications; contracting for construction; energy conservation guidelines for DOE operations; etc.	ENERGY DEPARTMENT//Administration DOE/AD (series).	No	No	No	No	No	No	E 1.32:	429-T-8	4/21/78	10823	78-50
Good annotation provided by GPO.	NATIONAL INSTITUTE OF MENTAL HEALTH, Health, Education, and Welfare Dept.// Plain Talk About (various subjects).	No	No	No	No	No	No	HE 20.8128:	507-B-30	4/21/78	10823	78-50

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SURVEY #	SHIPPING LIST #	SHIPPING LIST DATE	ITEM #	SuDoc Class
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Good annotation provided by GPO.	HEALTH CARE FINANCING ADMINISTRATION, Health, Education, and Welfare Dept. //Health Insurance Studies: Contract Research series.	No	No	No	No	No	No	78-51	10824	4/21/78	512-A-6	HE 22.11:
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: HE 1.302: and HE 1.402: merged and became HE 23.1002:. Functions of Office of Child Development and Office of Youth Development transferred to Administration for Children, Youth and Families (42 FR 38942; Aug. 1, 1977). "The Administration consists of two principal program units: Office of Services for Children and Youth and Office of Developmental Services. The Administration operates federally funded programs for children, such as Head Start and Parent and Child Centers; administers National Center on Child Abuse and Neglect and Child Welfare Services Program; and coordinates intradepartmental activities in the field of runaway youth."	ADMINISTRATION FOR CHILDREN, YOUTH AND FAMILIES, Health, Education, and Welfare Dept.//General Publications.	No	No	No	No	No	No	73-51	10824	4/21/78	530-B-1	HE 23.1002:
Good annotation provided by GPO.	DEPARTMENT OF TRANSPORTATION//Department of Transportation Budget, Excerpts from the President's Budget (annual).	No	No	No	No	No	No	78-51	10824	4/21/78	982-C-15	TD 1.34/4:

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: No indication of meaning of Intermodal Cargo and no way to assess what specific subjects would be covered in the Committee publications. No sources of the Interagency Committee's name found in the U.S. Government Manual, Code of Federal Regulations, or Federal Register. Not even the Office of Federal Register has any information regarding the Interagency Committee.	INTERAGENCY COMMITTEE ON INTERMODAL CARGO//Reports and Publications.	No	No	No	No	No	No	Y 3.In8/26:	1051-D-2	4/21/78	10825	78-52
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Does subject relate to operating licenses or construction permit licenses for nuclear power plants? Does it relate to research aspect or safety measures? Does it contain statistical tables, address of vendors, etc.?	NUCLEAR REGULATORY COMMISSION//Licensee Contractor and Vendor Inspection Status Report (quarterly).	No	No	No	No	No	No	Y 3.N88:24/	1051-H-10	4/21/78	10825	78-52
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Does it contain statistical tables, charts, etc.? Is hazard analysis of products intended for household consumers, for public, or for industry?	CONSUMER PRODUCT SAFETY COMMISSION //HIA Special Report.	No	No	No	No	No	No	Y 3.C76/3:17-2/	1062-C-12	4/21/78	10825	78-52

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Includes 3 page bibliography. Began publishing July 1971 (series 1, no.1). Prior to April 1978 (series 8, no.2) classed under Pr 37.8:P56/2/R31/2/ (see Monthly Catalog entry 78-3646).	PRESIDENT'S COUNCIL ON PHYSICAL FITNESS AND SPORTS, Health, Education, and Welfare Dept.//Physical Fitness Research Digest (quarterly).	Yes	No	Yes	Yes	Yes	No	HE 20.110:	484-D-1	4/26/78	10848	78-53
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: Formerly classed under HE 21.202: and HE 1.802:. Bureau was placed (July 1977) within the Administration for Children, Youth, and Families, which operates federally funded programs for children, such as Head Start.	HEAD START BUREAU, Health, Education, and Welfare Dept.//General Publications.	Yes	Yes	Yes	Yes	Yes	Yes	HE 23.1102:	499-G-2	4/26/78	10848	78-53
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Future reports will address questions related to the effectiveness of various local approaches to homesteading and its influence on stabilizing neighborhoods and improving resident attitudes on the future of their neighborhoods. Includes statistical tables, charts, lists of homesteading coordinators of demonstration cities, etc. Related material classed under HH 1.2:Url/17/v.1-2, Urban Homesteading Catalogue.	HOUSING AND URBAN DEVELOPMENT DEPARTMENT //Evaluation of the Urban Homesteading Demonstration Program (annual).	Yes	No	Yes	Yes	Yes	Yes	HH 1.73:	581-E-23	4/26/78	10848	78-53

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Good annotation provided by GPO. Additional Committee findings and/or notes: List of journal titles in alphabetical order with price of a single copy of one article. Orders will only be accepted from NTIS deposit account customers for articles from the list.	NATIONAL TECHNICAL INFORMATION SERVICE, Commerce Dept.//JACS Directory, NTIS Journal Article Copy Service.	Yes	Yes	Yes	Yes	Yes	Yes	C51.11/6:	188-A-6	4/27/78	10849	78-54
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Includes DISC tax return forms and instructions; statistical tables on revenue cost estimates and projections, gross receipts and net income, balance sheet data, etc.; and effect of DISC on exports and tax revenue; and DISC and foreign tax practices. 1976 ed. is 5th annual report.	TREASURY DEPARTMENT//Operation and effect of the Domestic International Sales Corporation Legislation Annual Report.	Yes	Yes	Yes	Yes	Yes	Yes	T1.54:	925-C-1	4/27/78	10849	78-54
Good Annotation provided by GPO.	FEDERAL HIGHWAY ADMINISTRATION, Transportation Dept.//National Truck Characteristic Report (annual).	Yes	Yes	Yes	Yes	Yes	Yes	TD2.55:	982-C-26	4/27/78	10849	78-54
Good annotation provided by GPO. Additional Committee findings and/or notes: Does it include maps, charts, tables, and will it cover all navigational waterways?	NATIONAL OCEAN SURVEY, Commerce Dept.// NOS Oceanographic Circulatory Survey Reports (numbered).	No	No	No	No	No	No	C55.429:	191-C	5/9/78	10897	78-55

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ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SURVEY #	78-55	78-55	78-56	78-56	78-56	52
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.	SHIPPING LIST #	10897	10897	10919	10919	10919	5
								SHIPPING LIST DATE	5/9/78	5/9/78	5/12/78	5/12/78	5/12/78	
								ITEM #	429-V-1	611-S	1067-I-10	1067-I-11	1067-I-12	
								SuDoc Class	E2.12:	I49.83:	Y3.J66:13/	Y3.J66:13/	Y3.J66:13/	
Adequate annotation provided by GPO.	FEDERAL ENERGY REGULATORY COMMISSION// DOE/FERC - (series).	No	No	No	No	No	No							
Good annotation provided by GPO.	FISH AND WILDLIFE SERVICE, Interior Dept.//Instream Flow Information Papers.	No	No	No	No	No	No							
Adequate annotation provided by GPO.	JOINT PUBLICATIONS RESEARCH SERVICE// Translations on Telecommunications Policy, Research and Development (numbered) (MICROFICHE).	Yes	Yes	Yes	Yes	Yes	Yes							
Adequate annotation provided by GPO.	JOINT PUBLICATIONS RESEARCH SERVICE// JPRS (Series) (Numbered) (MICROFICHE).	Yes	Yes	Yes	Yes	Yes	Yes							
Adequate annotation provided by GPO.	JOINT PUBLICATIONS RESEARCH SERVICE// Translations on (Far East) (MICROFICHE).	Yes	Yes	Yes	Yes	Yes	Yes							

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED					SUDOC CLASS	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Law Univs.	Univs. of Houston	Univs. of Conn.	SUNY-Albany	Nebraska Lib.	Brown Univs.				
Adequate annotation provided by GPO.	JOINT PUBLICATIONS RESEARCH SERVICE// People's Republic of China Scientific Abstracts (Numbered) (MICROFICHE).	Yes	Yes	Yes	Yes	Yes	Yes	Y3.J66:13/	1067-I-13	5/12/78	10919	78-56
Adequate annotation provided by GPO. Additional Committee findings and/or notes: Should be mentioned that Item was "Broken-down from Item No. 144."	CENSUS BUREAU, Commerce Dept.//Bunker Fuels, FT-810 (monthly).	No	No	No	No	No	No	C3.164:	144-A-17	5/25/78	10974	78-57
Good annotation provided by GPO.	CIVIL AERONAUTICS BOARD//Domestic Jet Trends (biennial).	No	No	No	No	No	No	C31.271:	177-A-21	5/25/78	10974	78-57

ANNOTATION and/or REMARKS	AGENCY NAME//SERIES and/or SERIAL TITLE	SAMPLE RECEIVED						SuDoc Class	ITEM #	SHIPPING LIST DATE	SHIPPING LIST #	SURVEY #
		Wash. & Lee Univ.	Univ. of Houston	Univ. of Conn.	SUNY-Albany	Nebraska Lib.	Drew Univ.					
Inadequate annotation provided by GPO. Additional Committee findings and/or notes: "Contains citations chosen from more than 2,000 selected periodicals, including foreign-language periodicals that print English abstracts of the articles they publish. Citations are selected from those contained in MEDLARS and the subject headings correspond to those used in MEDLARS." Issue of v.1, no.1 (Winter 1978) was sent under Pr 37.8:P56/2/P56/v.1/no.1, Item 851-J. It was corrected to HE 20.111:v.1/no.1 without Item no. status (see Shipping List no. 10675, dated March 16, 1978).	PRESIDENT'S COUNCIL ON PHYSICAL FITNESS AND SPORTS, Health, Education, and Welfare Dept.//Physical Fitness/Sports Medicine: a bibliographic service encompassing exercise physiology, sports injuries, physical conditioning and the medical aspects of exercise.	No	No	No	No	No	No	HE 20.111:	484-D-2	5/25/78	10974	78-57
Good annotation provided by GPO.	NATIONAL INSTITUTE FOR OCCUPATIONAL SAFETY AND HEALTH, Health, Education, and Welfare Dept.//NIOSH Technical Reports.	No	No	No	No	No	No	HE 20.7111/2:	499-F-6	5/25/78	10974	78-57

OPTIONAL FORM NO. 10
JULY 1973 EDITION
GSA FPMR (41 CFR) 101-11.6

UNITED STATES GOVERNMENT

Memorandum

GOVERNMENT PUBLICATIONS
UNIVERSITY LIBRARY
FEB 24 1978
STATE UNIVERSITY OF NEW YORK
AT ALBANY

TO : Chief, Library Division

DATE: February 17, 1978

FROM : Director, Library and Statutory Distribution Service

SUBJECT: Minimum Annotation Requirements for New Item Surveys

This Service has frequently been criticized for lack of basic information in describing new publications being surveyed without a sample. This problem has now been brought into focus through the formation of a Study Committee on Federal Documents Depository Survey Items. This body of individuals has produced a draft analysis for presentation to the Federal Documents Task Force, Government Documents Roundtable, American Library Association. It is the understanding of this Office that further fact gathering will be undertaken to specifically identify those minimum requirements needed to accurately annotate new item surveys.

In conference with the Chief of the Library Division minimum annotation information has been developed, which will be appended to each new survey. Effective immediately no survey will be undertaken with sample unless there is on hand a minimum 1,250 copies of the appropriate documents. When that minimum number of copies is available, the same minimum annotation items will be appended to the survey for the benefit of future selecting librarians.

ITEM CARDS

Item number

Issuing agency

Title of series (explaining acronyms) and frequency

SuDocs classification number for series

Brief description of the series as a whole (not a specific publication) to include:

Contents of the series and audience for which it was prepared. Example: Technical newsletter describing metallurgical research in progress to inform Mines Bureau employees of current research being done.

8010-110

Buy U.S. Savings Bonds Regularly on the Payroll Savings Plan

Special features of the series, such as colored illustrations on high gloss paper, if it's other than the usual Government publication. It must be determined that this information applies to the series as a whole, not just to a particular publication.

Type of binding, if other than paper (e.g., clothbound or spiral binding).

Size, if smaller or larger than predetermined size (e.g., smaller than 23 cm or larger than 26 cm) or odd shaped publications.

Number to be expected over a one year period and number of pages unless frequency with title indicates the number to be expected (e.g., monthly), or explain that the issuing office is unable to provide this information.

SURVEYS

Should include all of the above, plus:

Item numbers and/or titles being replaced, if applicable, noting former titles, issuing agencies, etc., as applicable.

Title of the sample copy (or state "The first publication to be distributed will be (title)", and the collation of this publication. Class of this specific issue, and its price and stock number, if applicable.

Chief, Library Division is authorized the use of First Class mailing for surveys in bulk with a return completion date by responding libraries of three weeks. The three week response time is a must because of limited storage space in the Depository warehouse. At this moment there are some 30 different titles awaiting survey action. This represents 18 full pallets now in storage.

Any assistance that can be provided by any employee of this Service in meeting the objectives of this memorandum is appreciated.

J.D. LESSEY

GOVERNMENT PUBLICATIONS
UNIVERSITY LIBRARY
JAN 10 1979
STATE UNIVERSITY OF NEW YORK
AT ALBANY

OPTIONAL FORM NO. 10
MAY 1962 EDITION
GSA FPMR (41 CFR) 101-11.6

UNITED STATES GOVERNMENT

Memorandum

TO : Chief, Library Division

DATE: December 12, 1978

FROM : Director, Library and Statutory Distribution Service

SUBJECT: Minimum Annotation Requirements for New Item Surveys

This Service has frequently been criticized for lack of basic information in describing new publications being surveyed without a sample. This problem has now been brought into focus through the formation of a Study Committee on Federal Documents Depository Survey Items. This body of individuals has produced a draft analysis for presentation to the Federal Documents Task Force, Government Documents Round Table, American Library Association. It is the understanding of this Office that further fact gathering will be undertaken to specifically identify those minimum requirements needed to accurately annotate new item surveys.

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MICROFICHE SURVEYS

Should include all of the above, plus:

reduction ratio of microfiche (24:1 or 48:1)

availability of possible finding aids or hard copy indexes

estimate of the total number of fiche to be generated each year

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J. D. [illegible]VSEY

Government Documents Round Table
American Library Association

Detroit Public Library
5201 Woodward Avenue
Detroit, MI 48202
November 17, 1978

Mr. Jim Livsey, Director
Library and Statutory Distribution Service
U.S. Government Printing Office
Washington, DC 20401

Dear Jim:

On behalf of the American Library Association Government Documents Round Table I would like to express our appreciation for your prompt response to the concerns raised in the draft Analysis of GPO Depository Survey Items Annotations produced by the Federal Documents Task Force Study Committee on Federal Documents Depository Survey Items, chaired by Tae Moon Lee.

The Study Committee is presently compiling the results of a follow-up study which will hopefully reflect the improvements undertaken by the Government Printing Office. The report of this follow-up study should be available by the early part of 1979.

Your responsiveness to the concerns of the depository library community is greatly appreciated. Such cooperation is necessary for the successful operation of the depository program.

Sincerely yours,

Francis Buckley

Francis Buckley
Chairperson, GODORT

cc: John J. Boyle
Carl A. LaBarre
✓ Tae Moon Lee
Jeanne Isacco
Jennie Cross

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